NIH Regional Seminar on Program Funding and Grants Administration

Tentative Agenda 3/28/2014

Wednesday

eRA Workshop (Optional)		9:00-4:00
Session Title	Level/Interest/Track	
eRA Workshop	Beginner	Through a combination of presentations, video snippets, and interactive exercises, this workshop covers the basics of eRA Commons from submitting a grant application all the way to grant closeout. We will guide the novice user through all the pre-award and post-award electronic touch points in a session designed to be interactive. Participants are encouraged to bring questions, share their experiences, learn from others, and expand their professional network.
	Grants Process	
	All Tracks	

Thursday

Plenary		8:30-9:30
Session Title	Level/Interest/Track	
NIH from 10,000 Feet with Dr. Sally Rockey	Intermediate	Kick-starting the seminar, Dr. Sally Rockey, NIH Deputy Director for Extramural Research, shares her experiences and perspective on the role of NIH in encouraging and supporting biomedical and behavioral research across the globe.
	Special Issues	
	All Tracks	

Concurrent Seminars (early morning)		9:45-11:00
Session Title	Level/Interest/Track	
Career Development Opportunities	Beginner	NIH Career Development (K) awards provide research training opportunities for bothresearch scientists and clinicians at various stages of their careers. This session describesthe various career award mechanisms and covers policies that apply to these awards. Developed for administrators and investigators.
	NIH Programs	
	All Tracks	
Common Compliance Pitfalls and Strategies for Success: Case Studies (Repeat)	Intermediate	This session provides an introduction to compliance activities including an interactive discussion of specific case studies that illustrate common compliance issues. A primer for administrators and interested investigators.
	Grants Process	
	Administrators	
Current Issues at NIH (Repeat)	Intermediate	Don't miss the opportunity to hear the latest administrative and policy changes importantto NIH and its grantees. Topics include recent and upcoming changes to NIH policy, compliance requirements, and so much more!
	Grants Process	
	Administrators	
NIH Top Ten (NIH Fundamentals and Understanding Your Resources)	Beginner	This session provides key facts about the NIH grants process, setting the stage for what you'll be learning over the next two days. You'll be provided an overview of how the NIHgrants process works, contacts, and what you can expect to take back to your lab or office after the seminar.
	Special Issues	
	All Tracks	

Session Title	Level/Interest/Track	
Rock Talk: A Conversation with Dr. Sally Rockey	Beginner Special Issues All Tracks	Dr. Sally Rockey is the NIH Deputy Director for Extramural Research and author of the NIHblog, Rock Talk. If you are interested in a personal and candid conversation about what is on the mind of senior NIH management, then this is an unforgettable opportunity.

Concurrent Seminars (late morning)   11:15-12:30

Session Title	Level/Interest/Track	
Advanced Administrative Topics (Repeat)	Advanced Grants Process Administrators	NIH experts share the ins and outs of managing research grants in an increasingly complex environment and how to address less common situations such as changes in PI, scope, institution, sabbaticals, etc. Don't miss the discussions on oversight and coordination of complex award mechanisms, including clinical trials, multi-site projects, program projects, etc., which add additional responsibilities for PIs, administrators, and NIH staff.
Budget Basics for Administrators (Repeat)	Beginner Grants Process Administrators	Guidance is often requested from NIH staff on how to calculate, develop, and defend abudget request. There is a lot to consider when developing a budget for a grant application. What are the cost principles? What are the limitations set forth in the Funding Opportunity Announcement? What are allowable direct and indirect costs? This session will provide you with the basics you need and the people who can help.
Interacting Electronically with NIH	Beginner Grants Process All Tracks	Learn how to utilize the NIH resources available for finding grant opportunities, applying for opportunities, tracking applications and awards, and meeting reporting requirements electronically. This session provides a high level, rapid fire, overview geared towards new and less experienced users. Participants of this session may also want to attend the "How Well Do You Know the eRA Commons?" session to dig deeper into hot eRA Commons topics in a fun and dynamic presentation.
NIH AREA (R15) Program Update	Beginner NIH Programs All Tracks	The NIH Academic Research Enhancement Award (AREA) program supports faculty research at campuses that have not received much NIH funding in the past. It is designed to strengthen the research environment of the institution, and to expose students to research. This session will focus on NIH's goals for the program and provide perspective on how to write a competitive AREA application.
NIH Peer Review Process (Repeat)	Beginner Grants Process Investigators	Understanding the NIH peer review process can improve your chance of getting funded. Learn how to use the peer review process to your advantage from an NIH expert with helpfulinformation and tips!
Research Involving Human Subjects, Part 1 of 2: HHS and NIH	Beginner Special Issues All Tracks	This 2-part session is your opportunity to hear an HHS Office for Human Research Protections (OHRP) expert and the NIH Human Subjects Protections Officers provide vital information about human subjects regulations, policies and how these apply to NIH funded research. This first session will include an overview of HHS regulations guidance to determine when the regulations apply to your research, information about exempt research, and instructions for preparation of the Human Subjects section of your NIH grant application. This session will be followed by Part 2, which will provide additional information on other related human subjects research topics.

Lunch   12:30-1:45

Session Title	Level/Interest/Track	

Thursday Lunch

Concurrent Seminars (early afternoon)		1:45-3:00
Session Title	Level/Interest/Track	
After the Award is Made - Then What? (Repeat)	Beginner Grants Process Administrators	What happens at your institution and at the NIH between grant award and closeout? This session provides a better understanding of NIH Post-Award activities from the perspective of a senior NIH grants management expert. The emphasis will be on business issues.
Budget Building Blocks for Investigators (Repeat)	Beginner Grants Process Investigators	There is a lot for an investigator to consider when developing a budget for a grant application, such as how to calculate, develop, and defend a budget request. NIH Program staff share tips for finding the answers to these questions, while providing valuable information for developing a successful budget.
NIH Peer Review Process (Repeat)	Beginner Grants Process Investigators	The NIH strives to "fund the best science, by the best scientists, with the least amount of administrative burden." NIH experts will take you behind the scenes as they show, narrate, and discuss a short video of a mock study section. You'll gain valuable insight into what the peer review process means for applicants and reviewers (e.g. scoring, review, reviewer's comments, pitfalls, and success stories).
Primetime with Program Officials: Understanding RPGs	Beginner NIH Programs All Tracks	Informal presentation and question/answer opportunity with Program Officials focusing on Research Project Grants (RPGs), including application preparation and mechanism differences (e.g. R01, R03, R21, etc.).
Research Involving Human Subjects, Part 2 of 2: HHS and NIH	Intermediate Special Issues All Tracks	Designed as a companion session to Research Involving Human Subjects, Part I, OHRP and NIH faculty will continue their discussion of your responsibilities regarding human subjects protection in your NIH-funded research. This session will cover the Federalwide Assurance process, IRB requirements, informed consent, reporting requirements, NIH inclusion policies, certificates of confidentiality, and PostAward responsibilities. There will also be the opportunity to learn by example with interesting case studies to illustrate key points covered in both sessions. If you have questions related to the human subjects regulations (IRBs, reporting, informed consent, NIH application, etc.), and/or inclusion policies, this session will also provide time to get answers from HHS and NIH experts before you return to your lab or office.
Research Training Awards	Beginner NIH Programs All Tracks	What are the issues specific to grants awarded under the auspices of Ruth L. Kirschstein National Research Service Awards (NRSA), specifically Individual Fellowships and Institutional Training Grants? This session provides administrative and programmatic aspects of training grants and fellowships, including application preparation tips.
Concurrent Seminars (late afternoon)		3:15-4:30
Session Title	Level/Interest/Track	
All About Costs Primer	Beginner Grants Process Administrators	Looking for a session that provides an introduction to PostAward costing issues, with an emphasis on accounting, monitoring and reporting requirements, and other important topics, while encouraging audience participation? If so, this session is the one for you. A PostAward primer for administrators and investigators.

Session Title	Level/Interest/Track	Description
ClinicalTrials.gov and FDAAA for NIH Grantees	Beginner Special Issues All Tracks	The Food and Drug Administration Amendments Act (FDAAA) of 2007 requires NIH grantees (and others) to register and submit the results of certain clinical trials to ClinicalTrials.gov, the public registry and results database maintained by NIH. Attendees of this session will gain a better understanding of FDAAA and how it applies to extramural grants. A demo of ClinicalTrials.gov will be provided, along with "best practices" for results reporting and key considerations for ensuring your institution is meeting the requirements of the law.
Grant Writing For Success	Intermediate Special Issues Investigators	Are you a new or junior investigator? Do you assist in the preparation of the scientific portions of an application? If you answered "yes" to either question, then don't miss this popular presentation from NIH experts that provides insights and helpful hints on preparing an application for submission. Learn how to avoid the most common mistakes in writing grant applications and correct some typical misconceptions about the grant review process.
How Well Do You Know the eRA Commons?	Beginner Special Issues Administrators	This high energy, interactive, and fun session covers eRA Commons features, functionality, and useful trivia. This session provides a comprehensive overview of Commons features, including such topics as application submission, accounts, profiles, status, progress reporting, delegations, and what's new and what's coming. New Commons users will pick up some useful tips and more experienced users will be able to test their knowledge in this casual, game style presentation.
Managing Compliance with the NIH Public Access Policy	Beginner Special Issues All Tracks	The NIH Public Access Policy requires investigators to submit peer-reviewed manuscripts arising from NIH funds to the free digital archive PubMed Central. Attend this session to learn more about this policy and hear about new features in the National Library of Medicine's My Bibliography that integrate with eRA Commons and help investigators, authors, and authorized delegates manage publications and compliance with the NIH Public Access Policy.
Takin' Care of Business - Small Business Innovation Research/Small Business Technology Transfer Programs (SBIR/STTR)	Beginner NIH Programs All Tracks	Overview of the SBIR/STTR Programs, including ways industry and academia can develop mutually beneficial partnerships with small business firms to undertake early stage, high tech projects.

Wrap-Up Day One		**4:45-5:15**
Session Title	Level/Interest/Track	
Day One: Ask Away Q&A!	Beginner Special Issues All Tracks	NIH faculty will be together for this final opportunity to get your questions answered in Day One.
Research Involving Human Subjects Q&A	Beginner Special Issues All Tracks	Valuable opportunity to spend time with HHS and NIH Human Subjects and Inclusion experts devoted to answering your questions about human subjects in research.
SBIR/STTR Networking and Q&A	Beginner NIH Programs All Tracks	Meet other SBIR/STTR awardees and share your experiences, as well as get answers to common SBIR/STTR questions.

Using RePORT to Your Advantage - Research Portfolio Online Reporting Tool (Repeat)	Beginner	NIH makes a plethora of data public as well as analyses of who and what we fund through a tool called RePORT . Come learn how to use this resource to find information to help target your application, find key contacts at NIH and in the grantee community, and more.
	Special Issues	
	All Tracks	

Networking Hour		**5:30-7:30**
Session Title	Level/Interest/Track	
Networking Hour		

Friday

Jumpstart Table Topics		**7:30-8:30**
Session Title	Level/Interest/Track	
Jumpstart Table Topics		

Concurrent Seminars (early morning)		**8:30-9:45**
Session Title	Level/Interest/Track	
After the Award is Made:Then What? (Repeat)	Beginner	What happens at your institution and at the NIH between grant award and closeout? This session provides a better understanding of NIH PostAward activities from the perspective of a senior NIH grants management expert. The emphasis will be in business issues.
	Grants Process	
	Administrators	
Bonjour! Hola! International Organizations: Understanding our Differences	Intermediate	As research becomes more global, international collaborations become more necessary. Researchers are being faced with issues and concerns in which they have little experience. This session will answer such programmatic and administrative questions as…what are possible issues when a collaborator is foreign? Are there issues that may be unique to resource poor countries?
	Grants Process	
	All Tracks	
Current Issues at NIH (Repeat)	Intermediate	Don't miss the opportunity to hear the latest administrative and policy changes important to NIH and its grantees. Topics include updates to NIH policies and compliance requirements, and so much more!
	Grants Process	
	Administrators	
Financial Conflict of Interest (FCOI): What You Need to Know	Beginner	This session will provide an overview of the Federal Financial Conflict of Interest (FCOI) regulation (42 CFR Part 50, Subpart F) and will include a discussion on the latest developments in the FCOI arena, key requirements of the regulation, Homeland institutional responsibilities, and common institutional implementation issues.
	Special Issues	
	All Tracks	
Mapping Your Career with NIH: Part 1 - Starting Points	Beginner	Find out which NIH funding mechanisms apply to you throughout your career. This talk covers many of the mechanisms that apply to Ph.D.'s and M.D.'s, from graduate/medical school through your faculty years. In addition, hear NIH experts share tips for getting started on finding the right funding opportunity for your research, including online resources and finding the right contact at NIH.
	NIH Programs	
	Investigators	

Concurrent Seminars (late morning)		**10:00-11:15**
Session Title	Level/Interest/Track	

Advanced Administrative Topics (Repeat)	Advanced

Grants Process

Administrators | NIH experts share the ins and outs of managing research grants in an increasingly complex environment, and how to address less common situations such as changes in PI, scope, institution, sabbaticals, etc. Don't miss the discussions on oversight and coordination of complex award mechanisms, including clinical trials, multi-site projects, program projects, etc., which add additional responsibilities for PIs, administrators, and NIH staff. |
| **Budget Basics for Administrators (Repeat)** | Beginner

Grants Process

Administrators | Guidance is often requested from NIH staff on how to calculate, develop, and defend a budget request. There is a lot to consider when developing a budget for a grant application. What are the cost principles? What are the limitations set forth in the Funding Opportunity Announcement? What are allowable direct and indirect costs? This session will provide you with the basics you need and the people who can help. |
| **Electronic Submission of Multi-project Applications using ASSIST (Application Submission System & Interface for Submission Tracking)** | Intermediate

Grants Process

All Tracks | Paper applications not accepted! As of May 2014, all complex, multi-project grant applications to NIH must be submitted electronically. Learn how NIH's new ASSIST (Application Submission System& Interface for Submission Tracking) tool can be used to prepare, submit, and track your multi-project application. Participants will gain valuable insight into navigating the system; setting access controls to allow people to work concurrently on an application; running validation checks against NIH and Grants.gov business rules; and viewing an application image before and after submission. |
| **Integrity in the Name of Research** | Beginner

Special Issues

All Tracks | The NIH Extramural Research Integrity Officer and an expert from the Office of Research Integrity share how to recognize and avoid research misconduct and how allegations of research misconduct are handled at the agencies. Examples of falsifications and fabrications from closed misconduct cases will be presented. |
| **Mapping Your Career with NIH: Part 2 - Programs** | Beginner

NIH Programs

Investigators | **New and Early Stage Investigators (ESI) (45 minutes)**
Are you a new investigator with less than 10 years of research or research training experience following your terminal research degree or medical residency? What is NIH doing to encourage New and Early Stage Investigators? Come to this session and find out what your next step should be when it comes to NIH funding.

NIH Loan Repayment Programs: You Do the Research, We'll Repay Your Student Loans (30 minutes)
Do you (or does someone you know) have student debt? If so, find out how the NIH Loan Repayment Programs (LRPs) can repay up to $35,000 each year. This session is for students, new researchers, and administrators/mentors, who want to learn how biomedical and behavioral scientists with student debt can benefit from NIH's five extramural LRPs and start planning an application. |
| **Research Involving Animals! Office of Laboratory Animal Welfare (OLAW)** | Beginner

Special Issues

All Tracks | Are you considering using live vertebrate animals in your research? Are you aware that the policies and regulations regarding research animals are different than those involving human subjects? This session provides information on the requirements for using animals, appropriate completion of the Vertebrate Animal Section of the grant application, peer review considerations, the functions of an Institutional Animal Care and Use Committee, details on the various Assurance documents, including which type is required for consortium projects, and the consequences of what happens when animal activities become noncompliant. |

Lunch		11:15-12:30
Session Title	Level/Interest/Track	
Friday Lunch		

Concurrent Seminars (early afternoon)		12:30-1:45
Session Title	Level/Interest/Track	
Common Compliance Pitfalls and Strategies for Success: Case Studies (Repeat)	Intermediate Grants Process Administrators	This session provides an introduction to compliance activities, including an interactive discussion of specific case studies, that illustrate common compliance issues. A primer for administrators and interested investigators.
Inventions, Data Sharing and Other Intellectual Property Considerations	Intermediate Special Issues All Tracks	NIH-funded research can result in valuable data, inventions, publications, and other resources. However, to make the most of your research, there are rules and policies for how to properly manage those resources. This session will provide guidance on what to do with discoveries and inventions to safeguard those valuable intellectual property rights that you develop with NIH funds at your institution. In addition, an NIH expert will explain how to share NIH-funded data and other research resources to advance research in your field for benefits to the public and public health.
Post-Award Electronic Processes	Intermediate Grants Process All Tracks	Join this session to learn about new electronic submissions processes for administrative supplements, change of institution requests, and Research Performance Progress Reports (RPPR).
R&D Contracts: Who, What, Where, When, Why, & How?	Beginner Special Issues All Tracks	Want to know more about NIH Research Contracts? Here's your chance! This session covers all of the basic questions regarding research contracts: What are they? How are they awarded? Should you try and get one? (This session covers the Pre-Award process only.)
Working with NIH Program Officials: Pre-Award and Post-Award	Intermediate Grants Process Investigators	Don't miss a moment of this information-filled session on how NIH Program Officials can assist investigators at every step in the granting process. Topics include: finding out the general missions and specific scientific emphases of the different NIH Institutes, developing viable research ideas and questions for a strong grant application, addressing issues that may arise before and after the grant review meeting, and interacting with the Program Official after an award has been made.
Writing a Successful Career (K) Application	Beginner Grants Process Investigators	This workshop will take you through the elements of writing a compelling Mentored Career Development (K Award) application. The steps covered will include: (1) Develop a strategy for planning an NIH grant; (2) Develop a solid hypothesis; (3) Plan your application; (4) A few tips on writing; (5) Write a strong application; (6) K award review criteria; and (7) Common review problems.

Concurrent Seminars (late afternoon)		2:00-3:15
Session Title	Level/Interest/Track	
Budget Building Blocks for Investigators (Repeat)	Beginner Grants Process Investigators	There is a lot for an investigator to consider when developing a budget for a grant application,such as how to calculate, develop, and defend a budget request. NIH Program staff share their tips for finding the answers to these questions, while providing you valuable information for developing a successful budget.

From the Inbox: Pre-Award and Post-Award Issues	Intermediate Special Issues Administrators	Ready to test your grants administration knowledge in this interactive session designed for beginners (or anyone who is up for a challenge)? Hear some of the top questions pulled directly from the NIH Policy Office Inbox and see how you fare.
Meet the Experts 1:1 Tables: Final Opportunity	Intermediate Special Issues All Tracks	Haven't had time to visit face-to-face with NIH officials at our Meet the Experts Tables during the 2-day seminar? Be sure to sign up on-site for an opportunity to get your final questions answered before leaving for home!
Using RePORT to Your Advantage - Research Portfolio Online Reporting Tool (Expanded Version; Repeat)	Beginner Special Issues All Tracks	NIH makes a plethora of data public-as well as analyses-of who and what we fund through a tool called RePORT . Learn how to use this resource to find information to help target your application, find key contacts at NIH and in the grantee community, and more.
Writing a Successful T32 Application	Advanced Grants Process Investigators	This session will discuss what contributes to a successful NRSA Institutional Training Grant, and how to effectively communicate your program in the grant application.Topics include incorporating informtion about the program itself, student pools, participating faculty, past training history, and the institutional training environment.